



# CITY OF ATLANTA

## Job Announcement

### **FLEET OPERATOR (D)\*** **(Shuttle Bus Driver)**

**STARTING SALARY: \$25,943**

**Salary Grade: 9**

**Applications Accepted From: October 24, 2005 until November 4, 2005**

#### **Minimum Job Requirements**

Applicants must possess a high school diploma or GED and one year of experience in operating vehicles up to, but not limited to a 29-passenger bus, or any equivalent combinations of training and experience which provides the requisite knowledge, skills and abilities for this position. Training and experience will not be substituted for the high school and GED requirement.

#### **Licenses and Certificates**

Applicants must possess a valid Class B Commercial Driver's License (CDL) at the time of application, or a valid Georgia Class B Commercial driver's license must be obtained in the first six months of appointment as appropriate for equipment. A satisfactory driving record as evidenced by an absence of excessive traffic violations on record is required. Driving record for the past three years must be presented at the employment interview.

#### **Duties of the Job:**

This employee provides safe and reliable transportation for employees and assigned participants to City facilities; safely operates, inspects and maintains City equipment such as 29-passenger bus, 15-passenger van or smaller equipment; assists passengers in boarding and disembarking the vehicle; pick-up and/or deliver items as needed; follows all traffic laws and safety precautions necessary in operating equipment in a safe and efficient manner; conducts pre and post inspection of equipment and reports any mechanical problems; prepares, generates and maintains daily logs, maintenance records and adheres to daily route schedule; operates two-way communication device as needed; performs related duties as required.

#### **To Apply For This Job**

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday

Apply at: Department of Human Resources, 68 Mitchell Street S.W., Suite 2107 Atlanta, GA 30335-0306

Phone: (404) 330-6369

[www.atlantaga.gov](http://www.atlantaga.gov)

FAX: (404) 658-6157

#### **Affirmative Action/Equal Opportunity Employer**

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation, Gender Identity or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

APPLICANTS WHO MEET THE ABOVE REQUIREMENTS ARE PLACED ON THE ELIGIBLE REGISTER IN THREE CATEGORIES: QUALIFIED, WELL QUALIFIED, HIGHLY QUALIFIED.

**\*There is a salary differential for shift work.**

**The Examination For This Job Will Consist of An Evaluation of Applicant Training and Experience**